



# MGMT6051

## Work, Organisation and Management

Session 2, Special circumstance 2020

*Department of Management*

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#### Disclaimer

Macquarie University has taken all reasonable measures to ensure the information in this publication is accurate and up-to-date. However, the information may change or become out-dated as a result of change in University policies, procedures or rules. The University reserves the right to make changes to any information in this publication without notice. Users of this publication are advised to check the website version of this publication [or the relevant faculty or department] before acting on any information in this publication.

#### Notice

As part of [Phase 3 of our return to campus plan](#), most units will now run tutorials, seminars and other small group learning activities on campus for the second half-year, while keeping an online version available for those students unable to return or those who choose to continue their studies online.

To check the availability of face-to-face and online activities for your unit, please go to [timetable viewer](#). To check detailed information on unit assessments visit your unit's iLearn space or consult your unit convenor.

## General Information

Unit convenor and teaching staff
Credit points 10
Prerequisites Admission to MCom or MBioBus or MLabAQMgt
Corequisites
Co-badged status
Unit description This unit provides a graduate-level introduction to theories, concepts, processes and debates in the field of work. Workplaces, the types of work undertaken within them, and how this work is organised, are changing. To be effective, leaders and managers need the knowledge and skills to implement best practices regarding the management of people and work. Students will critically explore a range of topics, including: the changing nature of work and organisations, the development of modern work practices, theoretical foundations for understanding behaviour in the workplace, current trends in management methods, key management roles and functions, technological change, motivation and learning in the workplace, and decision making and ethics in organisations.

## Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://www.mq.edu.au/study/calendar-of-dates>

## Learning Outcomes

On successful completion of this unit, you will be able to:

**ULO1:** Identify key workplace issues and use theory to explain and evaluate their impact.

**ULO2:** Critically assess different perspectives on, and approaches to, work and management and assess their implications for organisational outcomes.

**ULO3:** Utilise research and critical analysis skills to critique current debates across a range of workplace issues.

**ULO4:** Demonstrate effective written communication.

## General Assessment Information

Late Assessments must also be submitted through Turnitin. No extensions will be granted. There will be a **deduction of 10%** of the total available marks made from the total awarded mark for each **24 hour period** or part thereof that the submission is late (for example, 25 hours late in submission incurs a 20% penalty). Late submissions will be accepted up to 96 hours after the due date and time.

This penalty does not apply for cases in which an application for [Special Consideration](#) is made and approved. Note: applications for [Special Consideration Policy](#) must be made within 5 (five) business days of the due date and time.

## Assessment Tasks

Name	Weighting	Hurdle	Due
<a href="#">Case Study Report</a>	30%	No	Week 7
<a href="#">Essay</a>	30%	No	Week 11
<a href="#">Final Online Examination</a>	40%	No	University Examination Period

### Case Study Report

Assessment Type [1](#): Case study/analysis

Indicative Time on Task [2](#): 15 hours

Due: **Week 7**

Weighting: **30%**

Students will develop their case study skills through undertaking research and analysis on a targeted organisation. Students will identify an organisation and, through research, identify and evaluate its work-related management strategies, practices, processes and outcomes in a 2000 word submission.

On successful completion you will be able to:

- Identify key workplace issues and use theory to explain and evaluate their impact.
- Utilise research and critical analysis skills to critique current debates across a range of workplace issues.
- Demonstrate effective written communication.

### Essay

Assessment Type [1](#): Essay

Indicative Time on Task <sup>2</sup>: 20 hours

Due: **Week 11**

Weighting: **30%**

Through this 2,000 word essay students will demonstrate their ability to: research; construct a sustained argument/s in response to a specific question and offer examples to support argument/s; as well as demonstrate understanding in relation to recent developments and issues in HRM and professional practice. Note that demonstrating effective written communication is critical.

On successful completion you will be able to:

- Critically assess different perspectives on, and approaches to, work and management and assess their implications for organisational outcomes.
- Utilise research and critical analysis skills to critique current debates across a range of workplace issues.
- Demonstrate effective written communication.

## Final Online Examination

Assessment Type <sup>1</sup>: Examination

Indicative Time on Task <sup>2</sup>: 20 hours

Due: **University Examination Period**

Weighting: **40%**

A two-hour online final examination, administered via iLearn, will be held during the University Examination Period.

On successful completion you will be able to:

- Critically assess different perspectives on, and approaches to, work and management and assess their implications for organisational outcomes.
- Demonstrate effective written communication.

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<sup>1</sup> If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the Writing Centre for academic skills support.

<sup>2</sup> Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

## Delivery and Resources

<b>Required Text</b>	Bratton, J. (2015). <i>Introduction to Work &amp; Organizational Behaviour</i> , 3rd edition, Palgrave MacMillan, United Kingdom (ISBN: 9781137408686)
<b>Unit Web Page</b>	The web page for this unit can be found at: <a href="https://ilearn.mq.edu.au/login/">https://ilearn.mq.edu.au/login/</a>
<b>Technology Used and Required</b>	<p>Students are required to have access to a personal computer and familiarise themselves with iLearn (<a href="https://ilearn.mq.edu.au/login/">https://ilearn.mq.edu.au/login/</a>).</p> <p>iLearn will be used to post lecture slides, assessment details, student grades and as a means of communication between staff members and students.</p> <p>Students should also have access to Zoom, via their Macquarie OneID, as this platform will be used to facilitate interactive seminar sessions.</p>
<b>Delivery Format and Other Details</b>	The timetable for classes can be found on the University web site at: <a href="http://www.timetables.mq.edu.au/">http://www.timetables.mq.edu.au/</a>
<b>Recommended readings</b>	Recommended readings are provided via the links on the <a href="#">iLearn</a> Unit page
<b>Inherent Requirements</b>	None

## Unit Schedule

Week	Topic	Learning & Assessment Activities	Associated textbook chapter/s
1	Introduction to the unit, contemporary organisational behaviour and studying work and organisations	Class activities	Chapters 1, 3
2	The social nature of work	Class activities	Chapter 2
3	Academic skills development workshop	Class activities	N/A
4	Motivation	Class activities	Chapter 6
5	Learning	Class activities	Chapter 7
6	Diversity and people management	Class activities	Chapter 9
7	Groups and teams	Class activities	Chapter 10
		<b>Individual Case Study Report due (see iLearn for submission date and details)</b>	

Mid-semester recess			
Mid-semester recess			
8	Leadership	Class activities	Chapter 12
9	Technology	Class activities	Chapter 16
10	Decision making, ethics and social responsibility	Class activities	Chapter 13
11	Structure	Class activities  <b>Individual Essay due (see iLearn for submission date and details)</b>	Chapter 15
12	Culture	Class activities	Chapter 17
13	Course review and exam preparation	Review activities	All readings

Please note: Changes to this outline, if required, will be discussed in class and/or announced on iLearn.

## Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central) (<https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central>). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- [Academic Appeals Policy](#)
- [Academic Integrity Policy](#)
- [Academic Progression Policy](#)
- [Assessment Policy](#)
- [Fitness to Practice Procedure](#)
- [Grade Appeal Policy](#)
- [Complaint Management Procedure for Students and Members of the Public](#)
- [Special Consideration Policy](#) (**Note:** *The Special Consideration Policy is effective from 4 December 2017 and replaces the Disruption to Studies Policy.*)

Students seeking more policy resources can visit the [Student Policy Gateway](https://students.mq.edu.au/support/study/student-policy-gateway) (<https://students.mq.edu.au/support/study/student-policy-gateway>). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

If you would like to see all the policies relevant to Learning and Teaching visit [Policy Central](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central) (<https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central>).

## Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: <https://students.mq.edu.au/study/getting-started/student-conduct>

## Results

Results published on platform other than [eStudent](#), (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in [eStudent](#). For more information visit [ask.mq.edu.au](http://ask.mq.edu.au) or if you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

## Learning Skills

Learning Skills ([mq.edu.au/learningskills](http://mq.edu.au/learningskills)) provides academic writing resources and study strategies to help you improve your marks and take control of your study.

- [Getting help with your assignment](#)
- [Workshops](#)
- [StudyWise](#)
- [Academic Integrity Module](#)

The Library provides online and face to face support to help you find and use relevant information resources.

- [Subject and Research Guides](#)
- [Ask a Librarian](#)

## Student Services and Support

Students with a disability are encouraged to contact the [Disability Service](#) who can provide appropriate help with any issues that arise during their studies.

## Student Enquiries

For all student enquiries, visit Student Connect at [ask.mq.edu.au](http://ask.mq.edu.au)

If you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## IT Help

For help with University computer systems and technology, visit [http://www.mq.edu.au/about\\_us/](http://www.mq.edu.au/about_us/)

[offices\\_and\\_units/information\\_technology/help/](#).

When using the University's IT, you must adhere to the [Acceptable Use of IT Resources Policy](#).  
The policy applies to all who connect to the MQ network including students.